

Staff Summary Report

Council Meeting Date: 04-17-2008

Agenda Item Number: _____

SUBJECT: Request approval of a one-year renewal of a sole source contract with Bentley Systems, Inc. for annual software system support of MicroStation and associated products used by Engineering for the review of geographical information system information.

DOCUMENT NAME: 20080417fst03 **PURCHASES (1004-01)**

SUPPORTING DOCS: Yes

COMMENTS: (Sole Source 07-123) Total cost shall not exceed \$70,000.

PREPARED BY: Ted Stallings, CPPB, Procurement Officer, 480-350-8617

REVIEWED BY: Michael Greene, CPM, Central Services Administrator, 480-350-8516
Ted Hoffman, Deputy IT Manager, 480-350-2045
Keith Stepp, Business Analyst, 480-350-8363

**LEGAL REVIEW AS
TO CONTRACT FORM**

ONLY: N/A

FISCAL NOTE: Sufficient funds have been appropriated in 1981-6683.

RECOMMENDATION: Approve the renewal of the contract.

ADDITIONAL INFO: The City began using Bentley MicroStation products in 1998. Bentley System, Inc. is the only vendor that can provide authorized software updates and technical support to MicroStation and associated products used by the Engineering Division of the Public Works Department for the review of geographical information systems information. Upon execution of the renewal, pricing will increase 3% for the contract term.

Memorandum

TO: Michael Greene, CPM
Central Services Administrator

FROM: Ted Hoffmann

Date: 04/3/2008

DEPARTMENT: ITD

SUBJECT: Sole Source Determination

As Director of the City Department for which the item(s) will be purchased, I have made a determination that only one (1) reasonable and practicable source exists to supply the required material. As such, I am authorizing the City Procurement Office to work with my Department to negotiate an acceptable contract with:

Bentley

Description of Item(s) to be purchased:

Annual technical support for the following Bentley software: MicroStation, InterPlot Server, Digital Print Room, InRoads and InterPlot Raster Server.

The MicroStation and suite of products are the primary tools used by Engineering in Public Works to both manage and review GIS information. Annual support guarantees technical support is available when needed and regular updates to keep the software current and compatible with the City's operating environment. This is the only vendor that can provide authorized maintenance for these products.

Estimated value of purchase: \$70,000.00

My department contact for this purchase is Brian Keith Stepp at Ext. 8363.

My Sole Source determination is based upon extensive research conducted by my department as to possible suppliers for this need and a written justification is attached for City Procurement Office records.

As related to this purchase, there are no conflicts of interest, legal, ethical or preference issues which would compromise my department or this acquisition.

Department Director's Signature  Date _____


Central Services Administrator


Procurement Officer

4-3-08

City Procurement Ordinance 97.55, Sec. 26A-12 identifies the basis for sole source procurement as follows:

“A purchase may be made or contract awarded by the procurement office without competition when the using department manager determines in writing, after conducting a good faith review of available sources, that there is only one reasonable and practicable source for the required material or service. The using department requesting the sole source procurement shall provide written evidence to support a sole source determination. The procurement officer will participate with the using department in the conduct of negotiations, as appropriate, to price, delivery and terms. The procurement officer may require the submission of cost or pricing data in connection with a purchase or award under this section. Sole source procurement shall be avoided, except when no reasonable alternative sources exist. A record of sole source procurements shall be maintained as a public record.”